



## MINUTES

### Strategic Planning Committee

<b>DATE</b>	July 14, 2004
<b>TIME</b>	10:00 AM
<b>LOCATION</b>	State Library and Archives Large Conference Room
<b>RECORDER</b>	Alisanne Maffei, Strategic Planner

### ATTENDEES

Name	Attend ✓	Name	Attend ✓
Chair – Mike Hillerby, Governor's Office		Co-Chair – Perry Comeaux, Department of Administration	
Birgit Baker, DETR		Dave McTeer, DOA	✓
Mark Blomstrom, DoIT		Randy Potts, DoIT	
Miles Celio, Military		Grant Reynolds, B&I	✓
Chuck Chinnock, Taxation		Keith Rheault, Education	
Robert Chisel, NDOT	✓	Kathy Ryan, DoIT	✓
Jackie Crawford, Corrections		Terry Savage, DoIT	✓
Terry Crawford, Wildlife		Scott Sisco, Cultural Affairs	✓
Jeanne Greene, Personnel	✓	Roger Sliva, DoIT	✓
Don Henderson, Agriculture		Ron Swirczek, DETR	✓
Freeman Johnson, CNR		Tom Summers, Taxation	✓
Sara Jones, Cultural Affairs	✓	P. Forrest Thorne, PEBP	
Dave Kieckbusch, DPS		Giles Vanderhoof, Military	
Ginny Lewis, DMV	✓	Doug Walther, B&I	
Alisanne Maffei, DoIT	✓	Mike Willden, DHR	

### CALL TO ORDER

#### I Introduction

- Terry Savage called the meeting to order.

#### II Review and Approval of the Minutes

- After review of the May meeting minutes, it was moved to accept the minutes and seconded. There were no other comments. The minutes from May 19, 2004 were accepted as presented.

### **III Committee Representation**

- Terry Savage welcomed new participants to the IT Strategic Planning Committee (ITSPC) meeting representing ITSPC members unable to attend.

### **IV Discussion**

- Alisanne Maffei distributed the compiled results from the IT Project Prioritization Process conducted by the committee on June 15, 2004.
- The ongoing large TIR prioritization process and review by the ITSPC was discussed. Kathy Ryan updated the committee on the summary of TIRs to date. It was agreed the TRPA, NDOT, and Welfare projects will be presented at the August meeting; with other current large projects to be presented to the committee at subsequent meetings.
- A presentation was made on Videoconferencing Projects by Roger Sliva, the State Enterprise Architect. Handouts were distributed with summary of current status and requested TIR's along with analysis of potential enterprise videoconferencing options. Roger indicated the analysis did not support combining the TIR requests in an enterprise wide TIR. Not all requesting agencies would be able to share videoconferencing due to their special requirements. The remainder could be added to the pool of existing videoconferencing resources. It was recommended that the individual agency TIRs go forward as requested.
- An update on the status of the e-payment enterprise project was made by Dave McTeer, Administration
- It was agreed upon by the committee to present to the IT Advisory Board (ITAB) prior to IFC, thresholds to be determined, with Perry Comeaux identifying items to be added. A policy will be drafted covering the specifics.
- The State of Nevada Enterprise IT Strategic Planning process to date was reviewed by Alisanne Maffei with the group.
- Dave McTeer presented the IT Optimization Study status. Dave stated that recommendations are to be presented at the August ITSPC meeting.
- Terry Savage provided the update on the Communications Steering Committee.

### **V Future Issues/New Business**

- Alisanne Maffei stated the committee will be updated on the evaluation of Digital Certificates and Digital Signatures for the State of Nevada with the Secretary of States Office.

### **VI WRAP UP**

The next meeting of the IT Strategic Planning Committee was scheduled for August 11, 2004. It will be held in the Education Board Room, 700 E Fifth Street, Carson City.

### ACTION ITEMS

Item No.	Description	Assigned To
1.	Support IT prioritization process with DoIT Planning Unit and Budget Office	Alisanne Maffei
3.	Compile inputs for Enterprise IT Strategic Plan with Directors	Alisanne Maffei
4.	Collect and publish State Videoconferencing Equipment inventory	A. Maffei/ R. Sliva
5.	Distribute Letter of Decision, e-payment, done	Perry Comeaux
6.	Provide updated summary of finalized FY 06/07 TIR's	Kathy Ryan

Related Links / Contact Information:

Terry Savage contact: 684-5801, cell 721-5184, [tsavage@doit.nv.gov](mailto:tsavage@doit.nv.gov)

IT Security email [infosec@state.nv.us](mailto:infosec@state.nv.us)

Nevada Communications Steering Committee website <http://ncsc.nv.gov/>

IT Strategic Planning Committee [http://www.nitoc.nv.gov/index\\_planning.htm](http://www.nitoc.nv.gov/index_planning.htm)